

# CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS) MISUSE INVESTIGATION REPORTING

<input style="width: 90%;" type="text"/> <i>Calendar Year</i>	<input style="width: 98%;" type="text"/> <i>Agency Name or Qualifying Sub-Unit of a Non-LE Agency</i>
<input style="width: 90%;" type="text"/> <i>Date</i>	<input style="width: 98%;" type="text"/> <i>Originating Agency Identifier (ORI) Number(s) – Attach Additional Paper if Necessary</i>

<input style="width: 95%;" type="text"/> <i>Name of Person Completing Form</i>	<input style="width: 95%;" type="text"/> <i>Name of Agency CLETS Coordinator (ACC)</i>
<input style="width: 95%;" type="text"/> <i>E-Mail Address of Person Completing Form</i>	<input style="width: 95%;" type="text"/> <i>E-Mail Address of Agency CLETS Coordinator (ACC)</i>
<input style="width: 60%;" type="text"/> <i>Phone Number</i>	<input style="width: 60%;" type="text"/> <i>Phone Number</i>

1. Total number of investigations performed related to CLETS misuse:
2. Total number of misuse investigations with **NO** misuse found:  **No Investigations Performed**
3. Total number of misuse investigations still pending:
4. Total number of **founded** misuse violations from investigations: 
  - Total numbers for administrative actions taken on founded misuse violations<sup>1</sup>:

Counsel <input style="width: 60px;" type="text"/>	Reprimand <input style="width: 60px;" type="text"/>	Training <input style="width: 60px;" type="text"/>	Suspension <input style="width: 60px;" type="text"/>
Resignation <input style="width: 60px;" type="text"/>	Termination <input style="width: 60px;" type="text"/>	Other <sup>2</sup> <input style="width: 60px;" type="text"/>	No Action <sup>2</sup> <input style="width: 60px;" type="text"/>
  - Total number of criminal complaints filed:

Infraction <input style="width: 60px;" type="text"/>	Misdemeanor <input style="width: 60px;" type="text"/>	Felony <input style="width: 60px;" type="text"/>
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  - Total number of convictions from criminal complaints:

Infraction <input style="width: 60px;" type="text"/>	Misdemeanor <input style="width: 60px;" type="text"/>	Felony <input style="width: 60px;" type="text"/>
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5. How many misuse investigations originated from the following:

A. Private Citizen Complaints <input style="width: 60px;" type="text"/>	B. Internal Within Department <input style="width: 60px;" type="text"/>
C. From Another Agency <input style="width: 60px;" type="text"/>	D. Department of Justice <input style="width: 60px;" type="text"/>

**Regardless of whether your agency had any reported misuse, submit this form by February 1 of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information please refer to the Department of Justice information bulletin 18-07-CJIS on the California Law Enforcement Web (CLEW).**

<sup>1</sup>Total number of actions taken may exceed total number of founded misuse violations.

<sup>2</sup>If any number other than 0 is entered in "Other" or "No Action" it is required that the agency attach documentation that supports the decision. Personal information within the documentation should be redacted or omitted.

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